

MOTION BY SUPERVISOR DON KNABE

February 17, 2004

In his February 13, 2004 memorandum to the Board, the Chief Administrative Officer informed the Board of six (6) Department of Health Services items on today's agenda that do not adhere to the County's policy and procedure regarding the timely submission of contracts for Board approval. The reasons given were critical staff shortages in the contracting unit which lead, to among other things, delays in obtaining contractor approval, and delays in attempting to complete Requests for Proposal. What is not mentioned is that each time the Department requests lengthy time extensions to complete its competitive process, the opportunity to bring in a quality vendor at a more favorable cost to the County is delayed.

I want to point out, that these are not isolated incidents. The failure of this Department to strictly adhere to the County's policy and procedures has been going on for a number of months, some may argue that it has been a couple of years. Regardless, it appears to be a bomb ready to explode.

(MORE)

MOTION

MOLINA	_____
BURKE	_____
YAROSLAVSKY	_____
ANTONOVICH	_____
KNABE	_____

The nearly 2,000 active contracts provided by this contracting unit are key to hospital, clinic and other vital personal and public health care operations; failure of this unit to fulfill its function will have a devastating ripple effect through out the Department. This is not an operation that should be hobbling along without a permanent Director since 2001 or an acting Director for five or six months; yet it has. The Board has been patient enough. The Board when it unanimously approved my April 24, 2001 motion setting up the County-wide Contract Staff Recruitment and Training Program, we expected all departments to comply, not just some.

I, THEREFORE MOVE that the Chief Administrative Officer in conjunction with the Department of Health Services, Department of Human Resources and other affected departments:

1. Report back to the Board in 30 days on the status of the Board's request to provide contract training and continuing education to all County personnel engaged in that function including the Department of Health Services Contract Division's participation in the County's Contract Staff Recruitment and Training Project; and,
2. Report back in 30 days with a work plan and timelines for improving and stabilizing the contracting operations within the Department of Health Services.

RE:e